



JOHN NAIMO
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 525
LOS ANGELES, CALIFORNIA 90012-3873
PHONE: (213) 974-8301 FAX: (213) 626-5427

January 13, 2016

TO: Supervisor Hilda L. Solis, Chair
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: John Naimo 
Auditor-Controller

SUBJECT: **DAVID AND MARGARET HOME – A DEPARTMENT OF MENTAL
HEALTH SERVICE PROVIDER – PROGRAM REVIEW**

We completed a program review of David and Margaret Home (David and Margaret or Agency), which included a sample of billings from Fiscal Year (FY) 2014-15. The Department of Mental Health (DMH) contracts with David and Margaret to provide mental health services, including interviewing Program clients, assessing their mental health needs, and implementing treatment plans.

The purpose of our review was to determine whether David and Margaret maintained proper documentation to support their billings, and that the clinical documentation complied with related guidelines. In addition, we evaluated whether David and Margaret used qualified staff to provide services as required by their County contract.

DMH paid David and Margaret approximately \$1.4 million on a cost-reimbursement basis for FY 2014-15. The Agency provides services in the Fifth Supervisorial District.

Results of Review

David and Margaret maintained adequate documentation for the billings reviewed. The Agency completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines. In addition, Agency treatment staff had the required qualifications to provide DMH Program services.

Details of our review are attached.

Review of Report

We discussed our report with David and Margaret and DMH. David and Margaret is not required to submit a response to this report because there are no findings or recommendations.

We thank David and Margaret management and staff for their cooperation and assistance during our review. If you have any questions please call me, or your staff may contact Don Chadwick at (213) 253-0301.

JN:AB:PH:DC:EB:nj

Attachment

c: Sachi A. Hamai, Chief Executive Officer
Robin Kay, Ph.D., Acting Director, Department of Mental Health
Arun Tolia, Board President, David and Margaret Home
Charles Rich, Executive Director, David and Margaret Home
Public Information Office
Audit Committee

**DAVID AND MARGARET HOME
DEPARTMENT OF MENTAL HEALTH
PROGRAM REVIEW
FISCAL YEAR 2014-15**

PROGRAM SERVICES

Objective

Determine whether David and Margaret Home (David and Margaret or Agency) maintained documentation to support the services billed to the Department of Mental Health (DMH) in accordance with their County contract and related guidelines. In addition, determine whether David and Margaret completed Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines.

Verification

We selected 35 of the 1,400 approved Medi-Cal billings for September and October 2014, which were the most current billings available at the time of our review (September 2015). We reviewed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in the clients' case files for the selected billings. The 35 billings represent services provided to 15 clients.

Results

David and Margaret maintained documentation to support the billings reviewed. In addition, the Agency completed the Assessments, Client Treatment Plans, Progress Notes, and Informed Consent forms in accordance with their County contract and related guidelines.

Recommendation

None.

STAFFING QUALIFICATIONS

Objective

Determine whether David and Margaret's treatment staff had the required qualifications to provide DMH Program services.

Verification

We reviewed the California Board of Behavioral Sciences' website and/or the personnel files for nine (47%) of the 19 David and Margaret treatment staff who provided services to DMH clients during September and October 2014.

Results

Each employee reviewed had the required qualifications to provide DMH Program services.

Recommendation

None.